

Roanoke-Chowan
Community College

WELCOME

BACK

2020



1

Increase
Enrollment

2

End the
year in the
black

3

Increase
completion/
graduation
rates

4

Review low
enrolled
programs

5

Satisfy
SACs

RCCC New Year Resolutions

New Mission Statement

“The mission of Roanoke-Chowan Community College is to provide relevant and affordable programs of study to prepare students for transfer and/or entry into the workforce, leading them to contribute to the vitality of an increasingly global community.”

(Board to approve at the January Board Meeting)

New Faces
in Old
Places



HR Director

Marcenda Joyner Rogers



Executive Administrator
Assistant

Renicka Vaughan



Director of Library
Services

Carol A. Hankinson



Dean of Student Services

J. Darius Greene



Director of
Facilities/Campus Police

Timothy Lassiter Sr.



Food Services

Mr. E's Kitchen
& Catering



New Organization Chart

Dean of Academic Affairs (CAO)

- Academic Offerings/Programs
- Faculty (Full time, adjunct, special assignment)
- Continuing Education
- Workforce Offering/Program
- Small Business Institute
- Early College High School (Offerings)
- Dual Credit (Offerings for Career and College Promise)
- Basic Skills (Academic expectations)
- Division Chairs
- Articulation Agreements (Institutional)
- Program Review (Academic Affairs)
- Other duties as assigned

Dean of Students (CSSO)

- Student Services
- Admission/Registration
- Advising/Counseling
- Financial Aid
- Career Center
- Student Life
- Outreach and Recruitment
- Marketing
- Veterans
- Special Education
- Early College High School (Admissions)
- Dual Credit (Admission, Recruitment)
- Special admissions (i.e. Charter schools, home schools)
- Grants (TRIO)
- Program Review (Student Service)
- Other duties as assigned

Dean of Fiscal Services (CFO)

- Budget
- Payroll
- Grants
- Purchasing
- Foundation
- Facilities/rental/usage
- Auxiliary Services (i.e. Book Store, food service, vending machines)
- Account Payable
- Controller
- Cashier
- Director of Facilities
- Other duties as assigned

Dean of Institutional Support Services (CIO)

- Acting President
- IT
- Library
- Institutional Research (Student Satisfaction, Climate Services)
- Distance Learning
- Basic Skills/Academic skill labs (Technology)
- Print shop/mail room/central receiving
- Communication (PIO)
- Program Review (Institution)
- Institutional Plans
- Other duties as assigned

Director of Human Resources (HR)

- Hiring
- Recruitment of college personnel
- Benefits
- On Boarding all new employees
- Other duties as assigned
- Risk Management
- EEO Claims/Office of Civil Rights
- Other duties as assignment

Director of Facilities

- Campus facilities
- New Construction/Bond
- Remodeling
- Campus Police
- Other duties as assigned

SACS  COC™

SACS

SACS



Status: As a result of 2019 SACS Board of Trustees December Session, it has been determined that the college is no longer being monitored on Standard 1.1 (integrity) and 4.2.g (board evaluation) however the college is still on probation until June 2020 in only these three areas



Standard 4.2.b (Board/Policy making function and Administration and faculty to implement



Standard 5.2.a (The President has ultimate responsibility for and exercises control over the institutions educational, administrative, and fiscal programs and services).



Standard 5.5 (The institution publishes and implements policies regarding the appointment, employment and regular evaluation of non-faculty personnel

Role of the Board

- 12 appointed individuals acting as one/Actions taken at Board Meeting
- Create policies(*i.e. Budget, Personnel, President's authority, Mission Statement*)
- Hire and evaluate the President
- Monitor President's implementation of policies
- Review updates

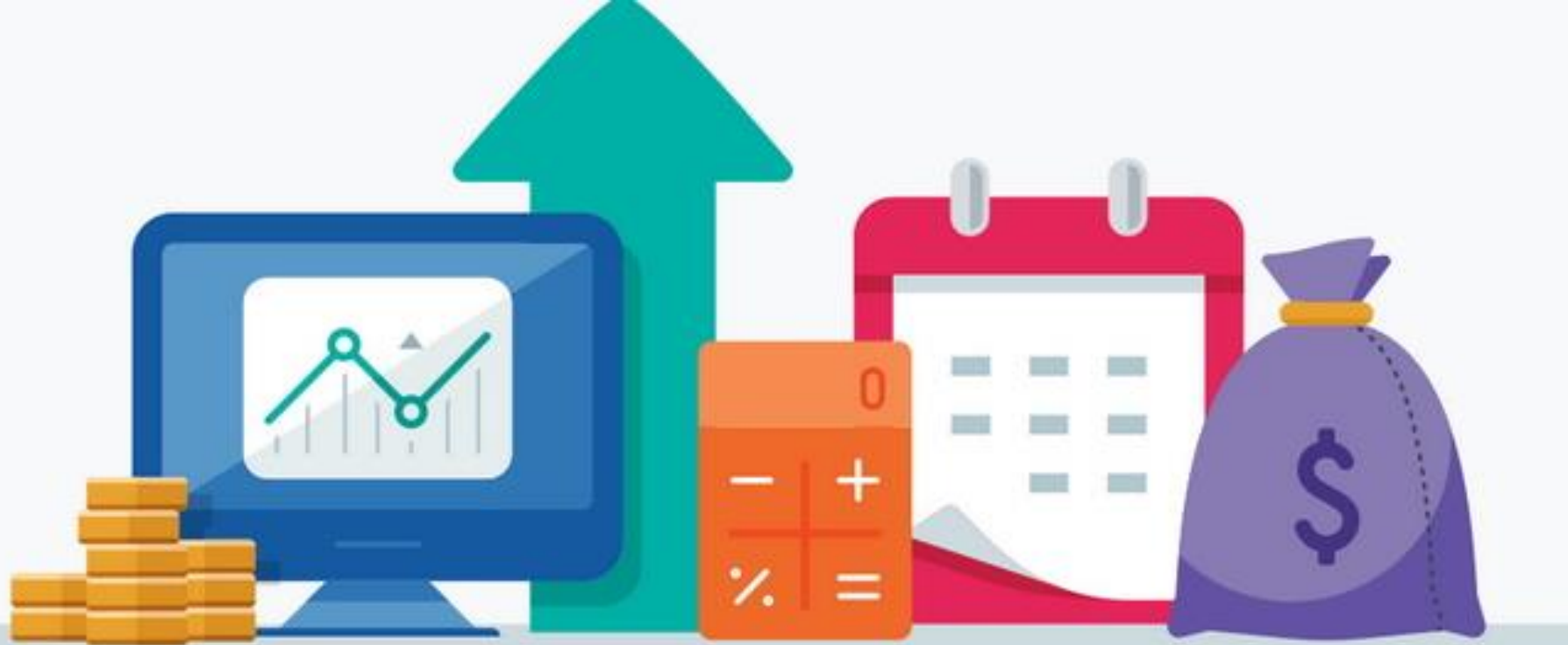
Role of the President

- Implement policies
- Update the Board
- Authority to run the college
- Present appropriate college business for Board approval (i.e. College Budget, Disposal of property, Mission Statement, Master Plans, Academic Calendar, Hiring Process, Program Review, Creation/Elimination of Educational)

RCCC Next President

Spring 2020

- Job description and college profile
- Select method for search
- Application process and deadline
- Screen applications
- First round of interviews
- Second round of interviews—college, community, Board
- State approval



Budget

- As stated in Board policy and as indicated in the SACSCOC section one of the responsibilities of the College President is to exercise control of the fiscal resources and to ensure that we are financially solvent.
- Our 2019-2020 budget has not been finalized. we have received a preliminary budget based on last year FTES and Performance indicators. Comparing this to tentative last year budget there is projected to be a short fall.
- As a result of this there are a number of measures that will be put in place to help us to meet our obligations and to end the year in the black. Some of these include:



- Personnel: There is a full time and part time hiring freeze. At this time only positions that essential to the ongoing operations of the college are being approved
- Academic Affairs: Implement a minimum class enrollment number for all spring classes. Exceptions need to be documented and approved by the President
- Technology: All technology (Hardware and software purchase are to be signed off by IT before purchasing.
- Facilities: Maximize office and room utilization
- Purchasing: \$5,000 is to be approved
- Conference and Travel: Only travel and conference attendance essential and or mandated by the state or an agency will be approved and financed. Employees will be directed to use state resources.
- Management: Work within area budget to identifying and make other changes upto save 5%.
- Increase enrollment: Offer classes based student demand/need

Quiz